

Canyon Creek School District #4
Yellowstone County, Billings, MT
6:30 p.m. - Gymnasium

Call To Order

July 27, 2020

Chair Amy Sironi called the Regular Meeting of the Board of Trustees, to order at 6:35 p.m. by leading those present in the Pledge of Allegiance. The following trustees and officers were present: Amy Sironi, Chair, Amy Gibbons, Vice-Chair, Amanda Agyeman-Budu, Trustee, Brent Lipp, Superintendent and Seara Stovall, Business Manager/District Clerk were also present.

Additional guests present: Haley Morales, Dean of Students, Karen Meick, Teacher, Crystal and Chris Kind, Shay and Joe Osborne, Doug Woerner, Ariel Koenigsberg, John Soucy, Jonathan Vacek, Teresa and Kevin Wood

Public Comment

Johnathan Vacek – School Re-opening Proposal – deferred to comment until the School Re-opening Proposal was presented. Mr. Vacek inquired if the OPI update from today was included in the school re-opening proposal. Superintendent Lipp noted that they were not and that the guidance from OPI has been very limited. Amy S. noted that she would prefer to utilize the guidance from the CDC and American Academy of Pediatrics Association versus the Office of Public Instruction as they have the knowledge and are basing decisions from science.

He noted that having streamlined communication will be much appreciated and will assist in student's success if they are having to distance learn due to a quarantine. Also, the known point of communication for all plan updates and changes is requested to be clear and precise.

Additional comments were shared on transportation pick-up and drop-off, as each cohort has independent transportation areas. Those with multiple children in multiple cohorts, will need to pick up those students at each independent cohort location.

It was inquired on how to phase out of the re-opening plan. It will be ever-evolving and any lessening of restrictions/guidelines will be taken extremely slowly and will stay within the CDC guidelines.

Consent Agenda

New Business Item A. Certification of General Fund Election Results was added.

Amanda moved to approve the revised Consent Agenda as presented. Amy G. seconded the motion. The motion passed unanimously.

Administrative Report

- Superintendent's Report– Superintendent Lipp thanked the Administrative staff, Board of Trustees and parents of Canyon Creek School for their efforts and feedback on reopening school

for the 2020-2021 school year.

1. General Fund Levy – Despite dedicated efforts by Administration and the Board of Trustees, the General Fund Levy did not pass. Based on historical results, we did see an uptick in positive ballots. We did see an increase in cost for levy promotion, so the failure of the levy is felt in both the failure and the efforts put forth.
2. Maintenance – Bradford Roofing began the replacement of the section 3 roof project on Friday, July 24th. We are anticipating completion in the next week to ten days.
3. Funding – Due to limited funding, we will not be filling a fourth grade teaching position as well as shifting of existing teacher assignments.

The Governor's Coronavirus Relief Fund (CRF) for Schools was announced on July 15th reflecting an additional \$75 million in funding would be available to schools for the purposes of reopening this fall. \$10 million is to be allocated to assist schools with incremental transportation costs. The remaining \$65 million will be distributed on a per ANB basis. This is approximately \$418.50 per budgeted ANB. Canyon Creek School District FY21 Budgeted ANB is 263 students, which equates to \$110,082. There are strict regulations on how the funds can be expended. CRF funds must be expended by December 30, 2020.

4. Summer School – Started June 22nd with eight students participating. The summer session has gone very well to date. The students are wearing masks and social distancing with success.
5. Staff Handbook – Will be reviewed and approved during the August Board meeting.
6. Board Goals – Trustees will evaluate prior year board performance and along with the Superintendent, develop goals for the coming school year. This will be moved to a later date.
7. Board Positions – Currently there are still two trustee openings.
8. Policy 1900 Series needs to be re-evaluated and accepted if there is an approval for continued policy need. Online learning is a piece of this policy series. The series will be brought back to the August board meeting for discussion and action.

New Business

- A. Certification of General Fund Election Results – Discussion was held. The election failed at 44.7% to 55.3%.
 - *Amy G. made a motion to certify the General Fund Election results as presented. Amanda seconded the motion. The motion passed unanimously.*
- B. Audit Engagement Letter - Discussion was held. The audit is scheduled to begin on November 16, 2020. The audit will be conducted remotely.
 - *Amanda made a motion to approve the engagement letter with Olness & Associates, P.C. as presented. Amy G. seconded the motion. The motion passed unanimously.*
- C. Lunch Fees and Other Miscellaneous Fees - Discussion was held. It was noted that the last time the school lunch fees were increased was over eight years ago. In addition, Ms. Stovall shared that the Food Services Fund is subsidized by the General Fund. Most school districts have to utilize the General Fund in this manner. It was asked by Jonathan Vacek what the increase from proposed fees would be to the monthly revenue to the Food Services Fund. Ms. Stovall noted

that actual monthly numbers would need to be calculated to give a realistic number to reflect the proposed increase and the impact to the fund. The monthly revenue is an evolving number as it depends on who participates in the breakfast and lunch options served daily.

- *Amy G. made a motion to approve the lunch fee increase as presented for the 2020-2021 school year. Amanda seconded the motion. The motion passed unanimously.*
- D. Approve Transportation Agreement with First Student for FY21 – Discussion was held. The transportation rate increase for the 2020-2021 school year is approximately 2.3%.
- *Amanda made a motion to approve the Transportation Agreement with First Student as presented for the 2020-2021 school year. Amy G. seconded the motion. The motion passed unanimously.*
- E. Approve the Student Handbook for FY21 - Discussion was held. The changes were minor and most were related to COVID-19, i.e. recess/lunch schedule, student dress code – wearing masks when appropriate (lunch, recess and PE no masks required), social distancing will be required, quarantine from school was added as an excused absence.
- *Amy G. made a motion to approve the Student Handbook as presented for the 2020-2021 school year. Amanda seconded the motion. The motion passed unanimously.*
- F. Approve Out-of-District Students – Discussion was held. Currently there are seventy-four out-of-district student attendance agreements. It was noted from the audience that the District may see increased out-of-district student agreements/requests due to COVID-19 re-opening plans at surrounding schools.
- *Amy G. made a motion to approve the Out-of District Student Agreements as presented. Amanda seconded the motion. The motion passed unanimously.*
- G. Policy 3650 (second reading) – Discussion was held. This is a revision of policy 3650 which includes the compliance of outside operators to protect and maintain in full the privacy of student information.
- *Amanda made a motion to discuss Policy 3650 as a second reading. Amanda seconded the motion. The motion passed unanimously.*
- H. Joint Advisory Board Member Appointment – Discussion was held. This is a formality to appoint a representative from the District to attend the Yellowstone-West/Carbon County Special Services Cooperative.
- *Amy G. made a motion to appoint Mr. Lipp, Superintendent, as the Joint Advisory Board Member for Yellowstone-West/Carbon County Special Services Cooperative. Amanda seconded the motion. The motion passed unanimously.*
- I. COVID-19 School Re-opening Proposal – Discussion was held and the plan was reviewed in detail. Superintendent Lipp started with reviewing the school survey responses from the survey that was sent out to the Canyon Creek School District parents. When reviewing the plan, it was noted that RiverStone Health will be utilized as a reference if the school should be faced with an active COVID-19 case. They would be responsible for completing contact tracing as needed. In addition, the Yellowstone County Health Department and CDC recommendations will be followed throughout this re-opening plan.
- Social distancing will be maintained at six-foot distancing and when that is not an option, three-foot while wearing a mask will be the guideline. Superintendent Lipp shared that to mitigate risks to staff and students, the District will be implementing cohorts (K-2, 3-4, and 5-8). Students

will remain with one cohort of children all day. The goal is to restrict mixing between cohorts to limit spread of any COVID-19 cases if there should be a positive case. Educating students will be the key to success in social distancing and appropriate interactions under these guidelines. All elective classrooms have external entrances. Superintendent Lipp is asking the Board of Trustees to give a little leniency in accessing elective classrooms by leaving their cohort and gaining access to the elective classroom by an external entrance, therefore avoiding intermingling with other cohorts.

Masks have been purchased for all students and staff members and will be required to be worn by all. Two masks per student and staff have been ordered. Students will be required to wear them to and from home to school. The Maintenance staff will be responsible for washing and disinfecting masks. Specific masks will be assigned to all. All masks will be labeled.

The school district has installed hand sanitizer at all entrances and classrooms within the building. Hand sanitizer will be required to be used.

There are significant concerns for exposure for Administrative staff. There is discussion with the other rural schools for "substitute" Administration in the event that a schools Administration is affected with a COVID-19 case. There will be continued discussion on this topic.

Instructional guidelines for teaching staff: each teacher will be required to have a "Google Classroom" as a central location for all assignments, notes, access, resources etc. in the event that a cohort needs to be quarantined or the school is required to be shut down again.

Online instruction is not being proposed as an option at this time, as the Board of Trustees and Superintendent Lipp felt issues may arise with the Union members if they are "required" to teach both in-building classes and on-line classes. Employee rights must be met and may be a factor to be addressed with those staff who may be immunocompromised. It was noted that CDC guidelines can all be met with in-building learning as per the proposed plan.

There was a parent comment that if online learning was not an option and they chose to teach from home, they would not be utilizing the District for online learning. They would seek services through an established home-school affiliation. Amy G. noted that the majority of the responses from parents in response to the distance learning that took place last spring, was that they felt it was ineffective, challenging and a hardship for most parents.

During lunch, masks will be attached to lanyards for safe-keeping. All breakfast will be served in the classroom. Food from home will not be allowed for distribution (snacks/birthday celebrations), nor will sharing of any food be allowed.

Transportation routes will be split by cohorts. Bus transportation may change significantly if parents choose not to allow their students to ride buses, therefore impacting routes.

The Montana High School Association (MHSA) just came out today with recommendations to continue with sports participation with local level control on how to meet CDC recommendations and still be able to participate. One option discussed would be to move the start of the sports/activity seasons back in the year, to see how things play out. If sports do take place, cameras may be an option to stream games to eliminate the crowd attendance.

Trustees requested that a COVID-19 FAQ page be shared via the District webpage, Facebook page and Newsletters. Education and communication will be essential to success of this proposal and a successful school year.

- *Amanda made a motion to approve the COVID-19 School Re-opening Proposal as presented. Amy G. seconded the motion. The motion passed unanimously.*

Old Business

- J. Interview and Possible Appointment of Trustee: John Soucy
 - *Amanda made a motion to interview and consider appointment of John Soucy as Trustee. Amy G. seconded the motion. The motion passed unanimously to approve appointment of John Soucy as Trustee to Canyon Creek School District #4.*
- K. Proposal to move Regular Board Meeting to the second Thursday of each month with a proposed start date in September
 - *Amy G. made a motion to move the Regular Board Meeting to the second Thursday of each month with a proposed start date of September 10th. Amy G. seconded the motion. The motion passed unanimously.*

Agenda Items for the Next Special Meeting – August 10th

- A. Policy 1900 Series
- B. Emergency Declaration
- C. MOA's with CCEA
- D. Q&A

Agenda Items for the Next Regular Meeting – August 17th

- A. Trustees Financial Summary FY20
- B. Trustees Adopt Final Budget FY21
- C. Policy 1400 Board Meetings
- D. Extra-Curricular Contracts FY21
- E. SPED Kindergarten Readiness Agreement
- F. Open Board Trustee positions (1) and recruitment
- G. Trustees evaluate prior year board performance – move to September
- H. Trustees and Superintendent develop goals – move to September

Adjournment

A Special Meeting on Re-opening school will be held Monday, August 10, 2020 at 6:30 p.m. in the Canyon Creek School District Library. The next Regular Meeting will be held Monday, August 17, 2020 at 6:30 p.m. in the Canyon Creek School District Library.

Amy G. moved to adjourn the meeting at 9:54 p.m. Amanda seconded the motion. The motion passed unanimously.

Amy Sironi, Chair

Seara Stovall, Business Manager/Clerk